



PA-EOP-2003-00001

January 20, 2003

Dear CSRA Educator:

Westinghouse Savannah River Company is pleased to announce we are accepting applications for the 2003 Excellence-in-Teaching Mini Grants Program. This program is designed to recognize and support excellence in teaching by providing funds to enhance elementary and middle school science, mathematics, and technology programs in the Central Savannah River Area. Since the inception of the program in 1989, Westinghouse Savannah River Company has awarded over \$526,000 to approximately 970 teachers in the Central Savannah River Area.

Public elementary and middle school teachers in the seven-county CSRA (Aiken, Allendale, Bamberg, Barnwell, and Edgefield Counties in South Carolina and Columbia and Richmond Counties in Georgia) are invited to submit an application for one of three categories. Please duplicate the attached application as necessary for your teachers and post the enclosed flyer in a common area of your school. An application tip sheet is provided that may be of assistance in developing proposals. The application is also available on our web site at http://www.srs.gov/general/outreach/edoutrch/ed_home.htm. Proposals **MUST** be received in our office by close of business on **February 27**. **Due to current security conditions, applications cannot be hand delivered by non-SRS employees.** Fax copies will not be accepted. Proposals will be evaluated by a panel of judges based on the criteria listed in the application packet. Teachers will be notified by mail in early April. All teachers who submit an application will be invited to a reception to be held late April. Separate invitations will be mailed.

If you have questions or need additional information, please contact me at 803-725-1458 or Lisa Gillespie at 803-725-7716.

Sincerely,

Donna Moore Wesby
Education Outreach Programs

Enc.



**Westinghouse Savannah River Company
2003 Mini Grant Applications**

**Please
photocopy
applications for
teachers**

Applications **MUST** be received in our office by close of business
February 27, 2003.

**Due to current security conditions, applications cannot be
hand delivered by non-SRS employees.**

Fax copies will not be accepted.



2003 Excellence-in-Teaching Mini Grants Program Overview

PROGRAM GOAL

To recognize and support excellence in teaching by providing funds for educational materials and resources to enhance elementary and middle school science, mathematics, and technology programs in the Central Savannah River Area (CSRA).

ELIGIBLE

Elementary or middle public school teachers who teach in one of the following CSRA counties:
Aiken, Allendale, Bamberg, Barnwell, Edgefield Counties in South Carolina;
Columbia or Richmond Counties in Georgia

CATEGORIES

- | | |
|-----------------------|---|
| Category A
\$350 | <i>Classroom Teachers Only</i> - Grant proposal for the purchase of basic supplies and materials for use in a single classroom in conjunction with "student-centered" activities. |
| Category B*
\$750 | Grant proposal for equipment to enhance hands-on science, mathematics or technology programs, which will be utilized in a single classroom or grade level. |
| Category C*
\$1000 | Grant proposal for equipment to implement a science, mathematics or technology project, which will be utilized by more than one grade or the entire school. |

**Applications for Categories B and C require a project plan and implementation schedule.*

EVALUATION CRITERIA *The following criteria will be used by the selection committee:*

- | | |
|---|--|
| Goals and objectives clearly stated and measurable. | <u>Additional criteria for Categories B&C:</u> |
| Project directly involves students. | Proposal contains a Project Plan with evaluation component. |
| Evaluation component. | Implementation Schedule is reasonable. |
| Budget is reasonable, appropriate, and specific. | Integrates technology with instruction. |
| | Promotes scientific methodology, problem solving and higher order thinking skills. |
| | Potential for replication. |

APPLICATION PROCESS

- Proposals must be submitted on the enclosed application.
- Teachers may submit only ONE application.
- Proposals should be typed, include all requested information, and be approved by school principal.
- Application **MUST** be received in our office by close of business on **February 27, 2003 (no exceptions)**.
- Fax copies will **NOT** be accepted.
- Recipients will be notified by mail in early April.

APPLICATIONS SHOULD BE MAILED TO:

Donna Moore Wesby
Westinghouse Savannah River Company
Building 742-A
Aiken, SC 29808

**Due to current security conditions,
applications cannot be hand delivered
by non-SRS employees.**

Westinghouse Savannah River Company
2003 Excellence-in-Teaching Mini Grants Program
Application

Reserved for EP Number

(To be eligible, teachers must teach in a [elementary or middle] public school in Aiken, Bamberg, Barnwell, Allendale, Edgefield in SC; or Columbia, or Richmond Counties in GA).

Please type or print

Category
(check one)

- ☐ A \$350
☐ B \$750
☐ C \$1000

☐ Mr. ☐ Mrs. ☐ Ms.

Teacher's Name

(Please limit to four teachers; only first teacher will be notified)

Project Title

Teacher's Subject & Grade Level

School Name

School Address *Street or P. O. Box*

City, State, Zip

Principal's Name



Checklist

- ☐ Appropriate category checked
☐ All forms completed and attached
☐ Budget/cost estimates verified
☐ Categories B&C- Project Plan & Implementation Schedule Attached

Signature of Teacher

Date

Signature of Principal

Date

Mail completed application to:
Donna Moore Wesby, Coordinator
Westinghouse Savannah River Company
Building 742-A
Aiken, SC 29808

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Westinghouse Savannah River Company
2003 Excellence-in-Teaching Mini Grants Program
Application

Reserved for EP Number

Please type or print

Project Title

(For the sake of objectivity, please do not include the name of your school in this application.)

Grade Level and Subject Area

Number Students Affected

Project Summary

(Briefly describe your project and expected results.)

Goals and Objectives

(List learning objectives and curriculum concepts which will be enhanced by this project.)

Student Involvement

(Describe how students will be involved.)

Reserved for EP Number

Project Budget

Item	Supplier	Estimated Cost
		Total Cost

(Describe how you will measure the effectiveness of this grant. Explain how the activities directly relate to your objective.)

Westinghouse Savannah River Company
2003 Excellence-in-Teaching Mini Grants Program
Application

Reserved for EP Number

Please type or print

COMPLETE FOR CATEGORIES B & C ONLY

Project Plan

(Give details of your project plan, short and long term)

Implementation Schedule

(Detail time line for implementation, short and long term)

Cost Sharing

(If your project requires more than the amount granted, describe how you will secure additional funding.)



**Westinghouse Savannah River Company
2003 Excellence-in-Teaching Mini Grants Program Tips**

To increase your chances for funding, keep in mind the following characteristics when developing your mini grant:

Good mini-grants...

- * Show usefulness over long period of time
- * Benefit large number of students
- * Capture students' interest
- * Provide unique and/or higher learning concepts
- * Contain reference information (e.g. vendor information, etc.)
- * Address curriculum standards

In addition, good mini-grants are...

- * Appropriate for grade level
- * Neatly constructed
- * Easily set up and can be used frequently

Don't Forget -- Applications must be in our office by close of business February 27. Applications cannot be hand delivered by non-SRS employees!